



BRAVO DETACHMENT, 176TH FINANCE BATTALION

FINANCE NEWSLETTER

February 2003

The purpose of this monthly newsletter is to inform the soldiers in Area III of finance issues. Our goal is to keep you informed so that we can work as a team to better serve the soldiers on Camp Humphreys and Area III.

W-2's AVAILABLE ON MyPay

Soldiers are able to print a copy of their W-2 via the MyPay Website. MyPay replaced what was previously known as EMSS. If you have lost your PIN, or were never issued one, we can issue a new temporary PIN that will get you access.

NEW CHECK CLEARANCE PROCEDURES

Effective 1 March 2003, all personal checks presented or mailed to us will be processed using newly deployed US Treasury Department systems and procedures. When you present a completed, signed check, the information from your check will be used to generate an electronic transfer of the funds from your account in the full amount of the check. Your check will be marked and returned to you; an electronic image of the check will be used to clear the funds. The electronic transaction of funds will occur within one or two days. If you have any questions, please contact our Disbursing Office at 753-8227.

HOW WE CAN BETTER SERVE YOU

Use your S-1 to submit documents such as; military pay inquiries, travel vouchers, and travel inquiries. Please submit documents only once, as duplicate submission of documents only causes more research and additional time for us to process those documents. The procedures in place allow the S-1 to submit documents for you, track those documents, and then once those transactions process, they are notified. Your S-1 can answer many inquiries by using the Unit Transmittal Letter and the Daily Report of Transactions that they receive. The S-1 should also be familiar with common questions pertaining to the LES. If they cannot answer an inquiry, then they can provide you with a DA Form 2142 and assist you in filling it out. The top portion of the inquiry needs to be as detailed as possible to assist us in answering your question. Your S-1 can also submit the pay inquiry for you and track your inquiry from submission to resolution. Soldiers also need to go through their S-1 to set up an appointment for in or out-processing. The 725-CASH hotline is for unresolved pay inquiries. Please contact our finance office first and give us the opportunity to resolve any finance related issues.

Finance Team Representatives

	<u>Team 1</u>	<u>Team 2</u>	<u>Team 3</u>	<u>Team 4</u>
POC:	753-8210	753-8210	753-8209	753-8210
Units:	377 th Med C Det, 168 th Med 560 th Med 568 th Med A, 304 th Sig 501 st Sig HHD, 194 th Maint HHC, USASA HHC, 23 rd ASG	1/43 ADA 1/6 th Cav 3/6 th Cav HQ, 6 th Cav 3 rd Maint	62 nd Chem B Det, 516 th PSB 2/52 nd Avn 249 th Eng 46 th Trans 52 nd Ord D, 58 th Avn Regt	527 th MI B Com 532 nd MI 3 rd MI 249 th MP 557 th MP 3 rd BCD JTAGS DCS, Osan 6 th Regt, 2 nd MP Det

Other Finance Points of Contact

Detachment Commander	753-8202	Chief Disbursing/XO	753-8227
Detachment Sergeant	753-8203	Chief of Military Pay	753-8580
Customer Svc.	753-8210	Processing	753-8209
In/ Out Processing	753-8585	Travel	753-8215
Battalion Commander	725-8838	Battalion CSM	723-7959
175 th FINCOM WEBSITE		http://175fincom.korea.army.mil	
Finance Hotline for Unresolved Inquiries (24/7)		725-CASH	

OFFICE HOURS

Monday-Wednesday & Friday: 0900-1500
Cashier Cage closes at 1530 daily.

NOTE: Finance is CLOSED every Thursday